

- 10) Explanation of foregone discounts, collection fees, or accounting fees.
- c) Provide a reconciliation of taxes other than income at present rates for the test year reflected on Schedule **C-1** with the total test year taxes reflected on Schedules **C-19**, C-20, and C-29.

Section 285.3190 Schedule C-21: Miscellaneous General Expenses

- a) Provide a comparison of miscellaneous general expenses for each of the three consecutive years immediately preceding the test year for the total company, the test year for the total company, and test year jurisdictional pro forma at proposed rates on Schedule **C-1**. For electric and gas utilities, the comparison is required for Account 930.2. For water and/or sewer utilities, the comparison is required for Account 675. For telecommunications carriers, the comparison is required for Account 6720.
- b) Information provided shall include:
 - 1) Type of expense; and
 - 2) Amount.
- c) Items under \$1,000 each may be provided in total.
- d) Items charged to nonoperating expenses may be listed in the aggregate.

Section ~~285.3190~~ **285.3195** Schedule C-22: Miscellaneous Income Deductions

- a) Provide a comparison of miscellaneous income deductions for each of the three consecutive years immediately preceding the test year for the total company, the test year for the total company, and test year jurisdictional pro forma at proposed rates on Schedule C-1. For electric and gas utilities, the comparison is required for Accounts 426.2, 426.4, and **426.5**. For water and/or sewer utilities, the comparison is required for Account 426. For telecommunications carriers, the comparison is required for Account 7370.
- b) Information provided shall include:

- 1) Type of deduction; and
 - 2) Amount.
- c) Items under \$1,000 each may be provided in total.
- d) Items charged to nonoperating expenses **may** be listed in the aggregate.

Section 285.3200, Schedule C-23: Fines and Penalties

- a) Provide a list of fines and penalties imposed by a body empowered by law to levy such impositions incurred by the utility during each of the three consecutive years immediately preceding the test year and the test year.
- b) Information provided shall include:
- 1) Type of fine or penalty;
 - 2) Assessor of fine or penalty;
 - 3) Year expense incurred;
 - 4) Amount.
- c) **Items** under \$1,000 each may be provided in total.
- d) **Items** charged to nonoperating expense may be listed in the aggregate.

Section 285.3205 Schedule C-24: Severe Damage Caused by Acts of Nature

- a) If requesting recovery of **severe** damage caused by acts of nature in the test year, provide **information described** in subsection **(c)** below
- 1) for the year with the **most** severe damage occurring in the thirty years preceding the test year;
 - 2) for each of the ten years preceding the test year if such damage occurred within that period; and
 - 3) for the test year.

- b) Severe damage caused by acts of nature shall be defined as an event which requires its own work order or considerable manpower or equipment to rectify the damage.
- c) Information provided shall include:
 - 1) Date damage occurred;
 - 2) Description of damage;
 - 3) **Amount of** incurred cost, including the capitalized portion;
 - 4) year(s) cost was incurred;
 - 5) **Amount. expensed** in each year; and
 - 6) Expense reflected in jurisdictional pro forma operating expense at proposed rates on Schedule C-1.

Section 285.3210 Schedule C-25: Summary of Accounting Changes Since the Prior Rate Case

- a) Provide a summary of accounting changes since the last rate case which require disclosure for **financial** reporting purposes. Accounting changes shall cover both accounting modifications made internally and those resulting from externally pronounced changes.
- b) Information provided shall include:
 - 1) Description;
 - 2) Effective date;
 - 3) Authoritative source;
 - 4) Reason for change; and
 - 5) Effect on revenue requirement reflected in the test year.

Section 285.3215 Schedule C-26: Cost Savings Programs

- a) Provide information concerning any cost savings program which is anticipated to result in annual jurisdictional

savings in excess of the lesser of **\$1,000,000** or **.1%** of operations and maintenance expenses in the year preceding the **initiation of** the program and whose initial costs are sought to be recovered in the test year.

b) Information provided shall include:

- 1) Title;
- 2) Description;
- 3) Date of implementation;
- 4) Initial start up costs to implement program;
- 5) Costs to be incurred for each year of the next three years; and
- 6) Annual savings expected for each of the next three years.

Section 285.3220 Schedule C-27: Miscellaneous Operating Revenues

a) Provide information concerning miscellaneous operating revenues by ICC account number. The number of years of information provided shall be according to the test year proposed as directed in Section **285.3000(e)**.

b) Information provided shall include:

- 1) ICC account number;
- 2) Account description; and
- 3) Amount.

Section 285.3225 Schedule C-28: Legal Expense and Reserves

a) Provide an analysis of the reserve for outstanding law-suits, claims, etc. The number of years of information provided shall be according to the test year proposed as directed in Section **285.3000(e)**.

b) The following information should be provided:

- 1) Year;

- 2) Account number or subaccount number for each reserve;
- 3) Description of reserve;
- 4) Balance at beginning of year;
- 5) Additions to reserve;
- 6) Amounts charged to legal expense;
- 7) Other; and
- 8) Balance at end of year.

Section 285.3230 Schedule C-29: Add-On Taxes

- a) Provide information for jurisdictional add-on taxes, defined as those taxes other than income which are not recovered in base rates, for each taxing authority or group of taxing authorities listed in subsection (b) at:
 - 1) The unadjusted test year at present rates as reflected on Schedule C-1; and
 - 2) The pro.forma test year at proposed rates as reflected-on Schedule C-1.
- b) Information shall be provided for the following taxing authorities:
 - 1) Municipalities (**Provide** aggregated amounts for 'all municipal add-on taxes.);
 - 2) State (Provide amounts for each type of add-on tax.); and
 - 3) Other (Provide amounts for each type of add-on tax levied by other taxing authorities.
- c) Information provided shall include:
 - 1) Amount recorded as revenue which represents add-on tax receipts from ratepayers;
 - 2) Amount recorded as expense which represents distributions of add-on taxes to taxing authority; and

3) Accounting fees collected.

Section 285.3235 Schedule C-30: Amortization of Deferred Charges

- a) Provide information on each deferred charge item **amor-**tized against operating income for each of the three consecutive years immediately preceding the test year and the test year.
- b) For each deferred charge, the information provided shall include:
 - 1) Description;
 - 2) Time period charges were recorded;
 - 3) Amortization period;
 - 4) ICC Docket Nos., if any, authorizing recording and/or recovery of the deferred charge;
 - 5) Deferred charge balance at beginning of year;
 - 6) Deferred charge balance at end of year; and
 - 7) Amortization expense.

Section 285.3300 Schedule C-31: Fuel Adjustment Clause Revenues and Expenses - Electric Utilities

- a) Provide a comparison of the revenues derived from the uniform fuel adjustment clause ("**UFAC**") and fuel **costs** recoverable **through the** UFAC included within the **juris-**dictional operating income at proposed rates reflected on Schedule C-1.
- b) Information provided shall include:
 - 1) Test year UFAC revenues;
 - 2) Test year base fuel cost revenues;
 - 3) Test year UFAC recoverable expenses; and
 - 4) Number of units sold.

Section 285.3305 Schedule C-32: Fuel Transportation Expense -
Electric Utilities

Provide the fuel transportation expense for electric utilities by coal contract for each of the three consecutive years immediately preceding the test year and the test year.

Section 285.3310 Schedule C-33: Decommissioning Expense - Electric
Utilities with Nuclear Facilities

- a) If requesting recovery of decommissioning expense **through** base rates, provide the decommissioning expense by generating unit. The number of years of information provided shall be according to the test year proposed as directed in **Section 285.3000(e)**. Information provided shall include:
 - 1) Year; and
 - 2) Decommissioning expense by generating unit.
- b) Work papers supporting subsection (a) shall include the actuarial report or cost study supporting the decommissioning expense by generating unit for the test year.
- c) If decommissioning expense is recovered through a rider, provide a comparison of revenues **and** decommissioning expense included within the pro forma jurisdictional operating income at proposed rates reflected on Schedule C-1. Information provided shall include:
 - 1) Test year revenues realized from the decommissioning rider; and
 - 2) Test year decommissioning expense.

Section 285.3400 Schedule **C-34**: Purchased Gas Adjustment Clause
Revenues and Expenses - Gas Utilities

- a) Provide a comparison of revenues derived from the purchased gas adjustment ("**PGA**") clause and gas costs recoverable through the PGA included within the jurisdictional operating income at proposed rates reflected on Schedule C-1.
- b) Information provided shall include:

- 1) Test year PGA revenues;
 - 2) Test year PGA **recoverable** expenses; and
 - 3) Number of units sold.
- c) Indicate by footnote the accounting treatment of demand charges associated with storage gas.

SUBPARTG: RATE OF RETURN SCHEDULES

Section 285.4000 Rate of Return Instructions

- a) Forecasted balances. Utilities using a future test year may calculate the weighted average cost of capital using either present or proposed rates; in the latter case, however, the utility shall also present schedules required in Subpart G based upon present rates if the choice of present or proposed rates affects the data incorporated therein.
- b) Average balances. For those utilities electing an average capital structure, excepting individual security issuances and retirements, which shall be time-weighted, average **balances** for each source, of long-term **capital included** in the capital **structure shall** be calculated from twelve months of average monthly balances. Each monthly average shall equal the simple, average of the beginning and ending monthly balances. If monthly data are not available, average balances may be constructed from quarterly data. If quarterly data are not available, average balances may be constructed from beginning and end of year amounts. The average **balance** of **short-term** debt shall be a daily average for each month, if available. Otherwise, the average balance of short-term debt shall be calculated in the same manner as that described above for long-term capital.
- c) Applicability.
 - 1) Excepting those utilities exempted under Section **285.120 (b) - (d)**, Sections 285.4000 through 285.4030 are applicable to all utilities.
 - 2) Excepting those utilities exempted under Section **285.120 (b) - (d)**, Sections 285.4035 through 285.4050

are applicable to utilities with **\$7,500,000** or more of total jurisdictional annual revenue.

- d) In addition to hard copies required under Section 285.400, utilities may provide the schedules and work papers required under this Subpart on computer diskette.
- e) All data required under this Subpart shall be provided on a total company basis unless otherwise indicated.

Section 285.4005 Terms Used in Subpart G

"Amortization method" refers to the calculation of the embedded cost of debt, by dividing annual interest expense by carrying value.

"**Annual** interest expense" equals annualized coupon interest plus annualized debt expense amortization plus (less) annualized discount (premium) amortization.

"**Carrying** value" equals, face amount of debt outstanding less (plus) unamortized discount (premium) less unamortized expense.

"Compensating balance" refers to the amount required by a bank for extending a loan. For purposes of **this** Subpart, the amount of Rural Telephone Bank (RTB) stock purchased pursuant to an RTB loan agreement shall be considered a compensating balance.

"Current proceeds" equals the sum of net proceeds at issue date less **all interest** or dividend payments, less all remarketing fees, less the cost of all principal retirements plus all interest or dividend income to date.

"Discount rate" refers to the internal rate of return.

"**Gross** proceeds" refers to the total price paid by stockholders.

"Interest requirement" **equals** the annualized interest payable on short-term debt.

"Internal rate of return method" refers to the calculation of the **embedded cost** of debt and preferred stock by equating the present value of cash flows associated with **an** issue to **its** current proceeds.

"Long-term debt" refers to debt that matures **more than** one year after the issue date.

"Maturity **date**" refers to the date on which the principal amount of a debt security becomes payable or the termination date on which an installment loan must be paid in full.

"**Net proceeds**" equals principal, par or stated amount outstanding less (plus) discount (premium) less issuance expense.

"**Net proceeds method**" refers to the calculation of **the** embedded cost of preferred stock by dividing annual dividend requirements by net proceeds.

"**Nonutility**" means any business, enterprise or activity not essentially and directly connected with the provision of utility service.

"Preferred **stock**" includes both preferred and preference stock. .

"Reacquired **issue**" refers to a security retired before its maturity date.

"Refunded **issue**" refers to a security retired before its maturity date with proceeds from another issue.

"Refunding **issue**" refers to a security issued to retire another security before **its maturity** date.

"**Short-term debt**" refers to debt maturing within one year of the issue date.

"Sinking fund" refers to an account established for the redemption of debt or preferred stock securities at a prescribed date and amount.

"**Total company**" refers to a utility and its ownership interest in all subsidiary companies.

Section 285.4010 Schedule D-1: Cost of Capital Summary .

- a) The utility shall provide a summary calculation of the weighted average cost of capital on a total company and jurisdictional basis; however, jurisdictional data is not

required if the weights and costs of the components of the capital structure do not differ from total company data. The company may show any appropriate class of capital. For all classes shown, the amount, percentage of total, percentage cost, and weighted cost shall be provided. A summary shall be provided for each year from and including the last calendar or fiscal year and the test year. If the cost of capital shown on Schedule D-1 is not the same as that shown on the Schedule required by Section **285.1005(a)(4)**, provide an explanation for the difference.

- b) The following supporting work papers and documents shall accompany Schedule D-1:
- 1) Monthly balances for common equity for the most recent calendar or fiscal year through the end of the test year. Utilities using a future test year, basing the rate of return on proposed rates, shall present separately monthly balances for common equity at present rates and the monthly change in common equity produced by the proposed rates. Identify actual and forecasted data. If monthly balances cannot be determined, provide balances at the greatest frequency available. (e.g., quarterly, semi-annual and annual).
 - 2) A description of the company's capital structure objectives. If the company has conducted a study of those objectives, the company shall also provide a copy of that study.
 - 3) A separate description of each adjustment made to exclude any increment to the utility's cost of capital directly or indirectly resulting from the use, appropriation, or diversion of any of its moneys, property, or other resources in unregulated or nonutility activities or from the direct or indirect investment, loan, or advance of moneys, property, or other resources to affiliates engaged in such activities. The utility shall also describe how its adjustments remove that increment to its cost of capital. If the utility believes no such adjustment to its rate of return is necessary, it shall describe the reasons therefor.

- 4) A separate list of amounts invested in each **unregu-**lated and nonutility activity or affiliate for each year from and including the last calendar or fiscal year through and including the test year.

Section 285.4015 Schedule D-2: Cost of Short-term Debt

- a) Provide the cost of any short-term debt in Schedule D-2, even if short-term debt is not included in the capital structure provided in Schedule D-1.
- b) For each type of issue, the following information is required:
 - 1) Type (e.g., commercial paper, line of credit, bank loan);
 - 2) Average original term to maturity;
 - 3) Amount outstanding;
 - 4) Average interest rate;
 - 5) Interest requirement; and
 - 6) Cost of short-term debt (item (6) + item (4)).
- c) Additional instructions:
 - 1) Provide all balances required for Schedule D-2 on a twelve-month weighted average basis.
 - 2) Provide totals **wherever** applicable.
 - 3) Describe all special provisions associated with each short-term debt issue (e.g., compensating balance requirements).
 - 4) Do not include long-term debt due within one year.
- d) The following supporting work papers or documents shall accompany Schedule D-2:
 - 1) From and including the most recent calendar or fiscal year through and including the end of the test year, provide monthly balances of the following with actual and forecasted data so identified.

If monthly balances cannot be determined, provide balances at the greatest frequency available (e.g., quarterly, semi-annual and annual):

- A) Short-term debt; and
- B) Construction-work-in-progress;
- 2) Formula(s) used to set interest rates on variable and adjustable rate issues;
- 3) Portions of documents describing the manner by which interest rates on variable and adjustable rate debt issues are set (e.g., loan agreements);
- 4) Documents supporting all forecasted interest rates;
- 5) A description of company policy regarding **short-term** financing, including its uses, sources (e.g., commercial paper, bank loans, and lines of credit) and limitations (i.e., amount relative to total capital); and
- 6) Formula and **rates** of return **the** company uses to calculate AFUDC rates.

Section 285.4028 Schedule D-3: Embedded Cost of Long-term Debt, including Notes

- a) Provide the embedded **cost** of any long-term debt, including any notes, on Schedule D-3. The embedded cost of long-term debt shall be provided for each year from and including the last calendar or fiscal year through and including the test year. The utility may choose either the amortization or internal rate of return method to calculate the embedded cost of long-term debt.
- b) Utilities selecting the amortization method shall provide the following data by issue. Items may not be combined:
 - 1) Debt issue type, coupon rate;
 - 2) Date issued (month, day, year);
 - 3) Maturity date (month, day, year);
 - 4) Principal amount;

- 5) Face amount outstanding;
 - 6) Unamortized discount or premium;
 - 7) Unamortized debt expense (including gains and losses on reacquired debt);
 - 8) Carrying value (items (5) - (6) - (7));
 - 9) Annualized coupon interest;
 - 10) Annualized amortization of discount or premium;
 - 11) Annualized amortization of debt expense (including gains and losses on reacquired debt);
 - 12) Annualized interest expense (items (9) + (10) + (11)); and
 - 13) Embedded cost of long-term debt (item (12) ÷ item (8)).
- c). Utilities selecting the internal rate of return method shall include the following data by issue. **Items may not be combined:**
- 1) Debt issue type, coupon rate;
 - 2) Date issued (month, day, year);
 - 3) Maturity date (month, day, year);
 - 4) Principal amount;
 - 5) Face amount outstanding;
 - 6) Current proceeds (including gains and losses on reacquired debt);
 - 7) Discount rate;
 - 8) Annual cost (items (6) x (7)); and
 - 9) Embedded cost of long-term debt (item (8) ÷ item (6)).
- d) Additional instructions:

- 1) Provide totals wherever applicable. Provide the embedded cost of long-term debt (subsections (b) **(13)** and **(c) (9)** above) for totals only.
- 2) Capital lease obligations shall be included only if the recovery- of lease payments is not being **requested, through** operating expense.
 - A) Footnote capital leases removed from this schedule.
 - B) For capital leases included in this schedule, briefly describe the leased property and the financing terms of the lease (including, its life, principal payments, and interest rate)..
- 3) For notes with compensating balance requirements, include that balance in unamortized debt discount. Utilities selecting the amortization method shall credit annualized amortization of debt discount with any interest earned on the compensating balance.
- 4) Gains and losses on reacquired debt.
 - A) **Amortization** method. Utilities selecting the amortization method shall amortize gains and losses over the remainder of the reacquired or refunding issue's original term to maturity. Gains and losses on reacquired debt shall be listed, by **issue, separately** from outstanding debt issues, **replacing maturity** date (subsection (b) (3) above) with the conclusion of the amortization period.
 - B) Internal rate of **return** method. **Utilities** selecting the internal rate of return method shall include gains and losses on reacquired debt in either the computation of the discount rate of any refunding issue, if applicable, or by amortizing gains and losses over the remainder of the reacquired or refunding debt issue's original term to maturity. Gains and losses on such reacquired debt shall be listed by issue, replacing the annual cost (subsection **(c) (8)** above) with the annualized amortization of gains and losses and maturity date

(subsection **(c) (3)** above) with the conclusion of the amortization period, if applicable.

- 5) Include long-term debt due within one year.
- e) Provide the following work papers or documents supporting Schedule D-3:
- 1) ICC docket number of order authorizing issue;
 - 2) For each variable and adjustable rate debt issue provide the following:
 - A) The formula(s) used to set the interest rate;
 - B) The portions of **documents** describing the manner by which the interest rate is set (**e.g.**, indentures, loan agreements);
 - C) The documents supporting the interest rate forecast; and
 - D) The date(s) of interest rate adjustment.
 - 3) The sinking fund schedule for each issue having such a requirement. This schedule shall include the following data:
 - A) Debt issue;
 - B) Payment date;
 - C) Sinking fund requirement; and
 - D) Optional sinking fund amount (if applicable).
 - 4) Installment payment schedule for each issue having such a requirement. This schedule shall include the following data:
 - A) Debt issue;
 - B) Payment date;
 - C) Installment payment requirement; and
 - D) Optional payment amount (if applicable).

- 5) For each reacquired issue as of the date of its reacquisition, provide the following:
 - A) Reacquisition date;
 - B) **Face** amount retired;
 - C) Call premium;
 - D) Call price;
 - E) Unamortized discount or premium;
 - F) Unamortized debt expense (excluding the call premium);
 - G) Annualized amortization of discount or premium;
 - H) Annualized amortization of debt expense (excluding the call premium); and
 - I) Refunding issue (if applicable).
- 6) For each issue requiring a compensating balance, provide the following:
 - A) The amount of the compensating balance; and
 - B) The interest earned on the compensating balance.
- 7) List the debt **obligations of** all persons or entities, affiliates or otherwise, the repayment of which the utility guarantees in any manner or form. In addition, identify the debtor, the amount of the debt service obligation, both principal and interest, its maturity date, any consideration received by the utility as guarantor, and the ICC docket number of any order authorizing the contract. Include agreements with nuclear fuel lease companies, independent power producers, and other leases.
- 8) The calculation of the discount rate for each issue (internal rate of return methodology only - including gains and losses on reacquired debt)

Section 285.4025 Schedule D-4: Embedded Cost of Preferred Stock

- a) Provide the embedded cost of 'any preferred stock on Schedule D-4. The embedded cost of preferred stock shall be provided for each year from and including the last calendar or fiscal year through and including the test year. The utility may choose either the net proceeds or internal rate of return method to calculate the embedded cost of preferred stock.
- b) Utilities selecting the net proceeds method shall include the following data per issue. Items may not be combined with one another:
 - 1) Dividend rate, type, par value;
 - 2) Date issued;
 - 3) Number of shares outstanding;
 - 4) Par or stated value outstanding;
 - 5) Premium or discount;
 - 6) Issue expense (including gains and losses on stock redemptions, if applicable);
 - 7) Net proceeds (items (4) + (5) - (6));
 - 8) Annualized dividends; and
 - 9) Embedded cost of preferred stock (item (8) ÷ item (7)).
- c) Utilities selecting the internal rate of return method shall include the following data separately (i.e., items may not be combined with one another):
 - 1) Dividend rate, type, par value;
 - 2) Date issued;
 - 3) Number of shares outstanding;
 - 4) Par or stated value outstanding;

- 5) Current proceeds (including gains and losses on stock redemptions, if applicable);
- 6) Discount rate (i.e., internal rate of return);
- 7) Annual cost **(items (5) x (6))**; and
- 8) Embedded cost of preferred stock (item (7) + item **(5)**).

d) Additional instructions:

- 1) Provide totals wherever applicable. Provide the embedded cost- of preferred stock (subsections (b)(9) and **(c) (8)** above) for totals only.
- 2) Describe the accounting method (including account numbers) by which issuance discounts, premiums, expenses, gains or losses on redemption, and the amortization thereon are recorded for rate setting and financial reporting purposes.
- 3) Include preferred stock sinking fund and other principal payments due within one year.
- 4) Any gains and losses included in Schedule D-4 shall be listed separately, by issue.

e) Provide the following work papers or documents supporting Schedule D-4:

- 1) ICC docket number of order **authorizing issue**;
- 2) For each variable and adjustable rate preferred stock issue, provide the following:
 - A) The formula(s) used to set the dividend rate;
 - B) The portions of documents describing the manner by which the dividend rate is set . (e.g., prospectus) ;
 - C) The documents supporting the dividend rate forecast; and
 - D) The date(s) of dividend rate adjustment.

- 3) Sinking fund schedule for each issue having such a requirement. This schedule shall include the **following** data:
 - A) Preferred stock issue;
 - B) Payment date;
 - C) Sinking fund requirement; and
 - D) Optional sinking fund amount (if applicable).
- 4) For gains and losses included in Schedule D-4, provide the following by stock issue:
 - A) Stock issue;
 - B) Number of shares reacquired;
 - C) Par or stated value reacquired;
 - D) Call premium;
 - E) Call price;
 - F) Discount or premium;
 - G) Issue expense (excluding the call premium); and
 - H) Refunding issue (if applicable).
- 5) The calculation of the discount rate for each issue (internal rate of return methodology only, including gains and losses on reacquired preferred stock).

Section 285.4030 Schedule D-5: Common Equity Issuance Expenses

- a) Excepting those utilities exempted under Section **285.120(c) - (e)**, this Section is applicable to all utilities requesting compensation for common equity issuance expenses.
- b) Provide the balance of common equity issuance expenses for which the utility requests compensation on Schedule D-5.

c) Data required:

- 1) Issue type (e.g., public, Dividend Reinvestment Plan ("**DRP**"), Employee Stock Purchase Plan ("**ESOP**");
- 2) ICC docket authorizing issue;
- 3) **Date(s)** issued;
- 4) Gross proceeds;
- 5) Underwriters' discounts;
- 6) Issuance expenses;
- 7) Net proceeds (Items **(4)** - **(5)** - **(6)**);
- 8) ICC docket authorizing recovery of (i.e., return of) issuance expenses through rates (if applicable); and
- 9) Authorized amortization period (if applicable).

d) Describe **the** accounting methods (including account numbers) by **which** underwriters' **discounts**, issuance expenses, gains or losses on redemption, and the amortization thereon are recorded for regulatory and financial reporting purposes.

e) Provide documents demonstrating which costs contained herein have not been recovered through rates, if available.

Section 285.4035 Schedule D-6: Statement of Cash Flows

- a) Provide a cash flow statement in Schedule D-6. The statement shall include the most recent calendar or fiscal year through **the end** of the test year. Data for the most recent calendar or fiscal year shall be presented on an annual basis. Actual data from calendar or fiscal years that also contain forecasted data may be presented on a monthly basis or totaled. Forecasted data shall be presented on a monthly basis. In addition, provide totals for each partially or fully forecasted year and indicate actual and forecasted data. The cash flow statement shall be provided on both a total company

and utility-only basis if the assets of all subsidiary or associated companies exceeds 2% of total company assets. Alternatively, a single cash flow statement may be provided if that statement separates utility and **non-**utility data.

b) The statement of cash flows shall include, but need not be limited to, the following items:

- 1) Cash flows from operating activities:
 - A) Net income;
 - B) Other operating activities excluding changes in working capital - net;
 - C) Changes in working capital - net.
- 2) Cash flows from investing activities:
 - A) Capital (construction) expenditures - net of **AFUDC**;
 - B) Other investing activities - net.
- 3) **Cash flows** from financing activities (Separate any subsidiary security issuances and retirements for which the utility has ultimate liability.):
 - A) Issuance of long-term debt;
 - B) Retirement of long-term debt;
 - C) Issuance of preferred stock;
 - D) Retirement of preferred stock;
 - E) Issuance of common stock;
 - F) Retirement of common stock;
 - G) Net increase (decrease) in short-term debt;
 - H) Dividends paid on preferred stock;
 - I) Dividends paid on common stock;

J) Other (explain).

4) Net increase (decrease) in cash.

Section 295.4040 Schedule D-7: Security Quality Ratings

- a) Provide a history of the changes in the ratings of each class of security (i.e., senior and subordinated debt, preferred stock, and commercial paper), assigned by rating agencies engaged by the utility to rate its securities (e.g., Standard & Poor's, Moody's, Duff and Phelps, and Fitch Investor's Service), for the last ten years in Schedule D-7. The history shall include the rating and the date the rating was assigned.
- b) Provide a copy of all credit rating analyses or reports on the utility and its parent, in the utility's possession, published since the utility's last rate proceeding or during the last ten years, whichever is less, that describe security rating changes and the rationale for those changes.
- c) Provide a copy of the last credit rating analysis or report on the utility and its parent, in the utility's possession, published by each rating agency engaged by the utility to rate its securities.. **If that analysis or report is not comprehensive in its description of the utility's operations, financial condition and regulatory environment, also provide a copy of the last comprehensive analysis or report, in the utility's possession, published by the aforementioned rating agencies.**

Section 205.4045 Schedule **D-8:** Security Issuance Restrictions

- a) Provide a calculation of the financial tests required for the issuance of various classes of securities (e.g., interest coverage, fixed charge coverage, capital structure, bondable property, etc.) from and including the three most recent calendar or fiscal years through and including the test year in Schedule D-9.
- b) Describe each financial test including the threshold values required for security issuance. In addition, provide copies of the portions of the documents that describe these restrictions or tests (e.g., mortgage indentures, articles of incorporation, loan agreements, etc.)

Section 295.4050 Schedule D-9: Comparative Financial Data

- a) Provide comparative financial data for the ten most recent calendar or fiscal years through and including **the** test year in Schedule D-9. If the data requested herein may be found in either the annual report to shareholders or the statistical supplement supplied with the materials submitted pursuant **to** this Part, appropriate references to these reports including page numbers may be supplied in this schedule in place of that data. Unless otherwise specified, the data in this Section shall be provided on both a total company and utility-only basis if the assets of all subsidiary or associated companies exceeds 2% of total company **assets**.
- b) Formulas:
- 1) After-tax fixed charge coverage:
$$\frac{(\text{total operating income} + \text{other income})}{(\text{total interest charges} + \text{preferred dividends})}$$
 - 2) After-tax interest coverage (excluding AFUDC or IDC):
$$\frac{(\text{total operating income} + \text{other income})}{(\text{total interest charges})}$$
 - 3) AFUDC or IDC as a % of earnings available for common shareholders:
$$\frac{[(\text{AFUDC or IDC} + \text{deferred charges}) \times 100\%]}{(\text{earnings available for common shareholders})}$$
 - 4) Book value per share (year end):
$$\frac{(\text{common equity (year end)})}{\text{number of common shares outstanding (year end)}}$$
 - 5) Cash coverage of common dividends:
$$\frac{(\text{funds from operations} - \text{preferred dividends})}{(\text{common dividends})}$$
 - 6) Common equity ratio:
$$\frac{(\text{common equity})}{(\text{total capital})}$$

- 7) Dividend payout ratio:
(common **dividends**) / (earnings available for common shareholders)
- 8) Funds flow interest coverage:
(funds from operations + cash interest paid) / (total interest incurred)
- 9) Funds from operations:
net income + depreciation and amortization (excluding cash decommissioning fund contributions) + deferred income taxes + deferred investment tax credits - AFUDC or IDC + other internal sources (excluding working capital changes)
- 10) Funds flow as a % of average total debt:
(funds from **operations**) / (average short-term debt + average total long-term debt)
- 11) Long-term debt ratio:
(total long-term **debt**) / (total capital)
- 12) Net cash flow as a % of construction **expenditures**:
(Funds from operations - preferred and common **dividends**) / (**gross** construction expenditures - AFUDC or IDC)
- 13) Preferred stock ratio:
(total preferred **stock**) / (total capital)
- 14) Pre-tax interest coverage (excluding AFUDC or **IDC**):
(total operating income + other income + federal and state income taxes - **AFUDC** equity funds **portion**) / (total interest charges)
- 15) Return on average common equity:
(Earnings available for common shareholders) / (average common equity)

- 16) Return on net original cost rate base:
(operating **income**) / (net **original** cost rate base)
- 17) Short-term debt ratio:
(short-term **debt**) / (total capital)
- 18) Total capital:
short-term debt + total long-term debt + preferred stock + common stock
- 19) Total long-term debt:
long-term debt including debt due within one year and capital leases

c) Data required:

- 1) Plant data by functional classification:
 - A) Gross plant in service (year end);
 - B) Accumulated depreciation (year end);
 - C) Net plant in service (year end);
 - D) Accumulated deferred income taxes (year end);
 - E) Construction work in progress (year end); and
 - F) Construction expenditures excluding **AFUDC** or IDC.
- 2) Capital structure ratios (percent based upon year end amounts. (If the weight⁵ of the component⁵ of the ratemaking capital structure differ from those of the total company, provide both sets of ratios):
 - A) Short-term debt;
 - B) Long-term debt;
 - C) Preferred stock; and
 - D) Common equity.

- 3) Costs of capital (If the costs of the components of the ratemaking capital structure differ from those of the total company, provide the costs for both.):
 - A) Embedded cost of long-term debt; and
 - B) Embedded cost of preferred stock.
- 4) Condensed income statement data (If the company is a combination utility, e.g., gas and electric, provide data by type of operation, where appropriate):
 - A) Operating revenues by customer (e.g. **residential**, commercial, industrial) or service (e.g., local, toll) classification;
 - B) Operating expenses (excluding income tax);
 - C) Income taxes (current);
 - D) Deferred income taxes and investment tax credits (net);
 - E) Operating income;
 - F) AFUDC - equity funds portion;
 - G) **Other** income (net);
 - H) Interest expense - **gross**;
 - I) AFUDC - borrowed funds portion or IDC;
 - J) Interest expense - **net**;
 - K) Net income;
 - L) Preferred dividends; and
 - M) Earnings available for common equity.
- 5) Earnings ratios:
 - A) AFUDC or IDC as a % of earnings available **for** common shareholders:

- B) Return on net original Cost rate base (year end). (If combination company, e.g., gas and electric, also show the return for each operation); and
 - C) Return on average common equity.
- 6) Fixed charge coverage:
- A) Pre-tax interest coverage (excluding AFDDC or **IDC**);
 - B) After-tax interest coverage (excluding **AFUDC** or **IDC**);
 - C) Coverage for SEC filings; and
 - D) After-tax. fixed charge coverage.
- 7) Cash flow ratios:
- A) Funds flow interest coverage;
 - B) Funds flow as a % of average total debt;
 - C) Cash'coverage of common dividends; and
 - D) Net cash **flow** as a % of construction expenditures.
- 8) Common stock related data:
- A) Shares outstanding (year end);
 - B) Shares outstanding - weighted average (monthly);
 - C) Earnings per share - weighted average;
 - D) Dividends paid per share - weighted average;
 - E) Dividend payout ratio; and
 - F) Book value per share (year end).

SUBPARTH: RATE AND TARIFF SCHEDULES

Section 285.5005 Schedule E-1: Copy of Current Tariff Sheets

Provide one copy of all current tariff sheets.- Identify each page
- **with** "Schedule E-1, page of " in the upper right hand corner.

Section 285.5010 Schedule E-2: Copy of Proposed Tariff. Sheets

Provide one copy of all proposed tariff sheets. Identify each page
with "Schedule E-2, page of " in the upper right hand
corner.

Section 285.5015 Schedule E-3: Revised Copies of Existing Tariff
Sheets

Provide one copy of present rate tariffs for all rate classes which
shows, in strikeout form, all existing rates and tariff language
the utility proposes to remove and shows, in underline form, all
new rates and tariff language the utility proposes to add.

Section 285.5020 Schedule B-4: Narrative Rationale for Tariff
Changes

- a) On Schedule E-4, provide the rationale underlying the
proposed changes to the tariff. Changes 'common to
multiple rate forms **need be** discussed only once (e.g.,
minimum bill charges have been increased about 10% on all
rates because. . .).
- b) Provide a specific source of data or narrative supporting
each rationale for change. The source of data need not
be submitted with the materials provided to Staff
pursuant to this Part but must be available to the Staff.
If the explanation is part of testimony, then it need not
be duplicated in the schedules. Reference the appropri-
ate current or proposed rate schedules to which the
rationale is applicable. Use the **proper schedule** and
page number.
- c) (Electric and Gas Utilities Only) Provide a statement
that describes in detail the methodology used to allocate
revenues among the utility's customer classes.

Section 285.5025 Schedule E-5: Billing Units - Electric, Gas,
Water, and Sewer Utilities

- a) Provide jurisdictional "Billing **Units**" by rate classifications that make up the total test year revenue for each designated rate in combination with its accompanying rider(s) to the rates, if any.
- 1) Report all billing units beginning with those actually experienced in the historical year and setting forth each adjustment for **items** such as weather (see subsection (a) (2) below) and growth to, **arrive at** pro forma test year billing units supporting pro forma revenues at present and proposed rates reflected on Schedule C-1. If the test year billing units are not derived in this manner, provide an explanation of the methodology and identify each of the key assumptions used to develop **the billing** determinants from actual data and provide all the associated workpapers.
 - 2) (Electric and Gas Utilities Only) Provide quantitative weather normalization data consistent with utility's service area. Include a full explanation of the normalization method selected and explain why it is appropriate. Identify and explain each of the key assumptions in the methodology.
 - 3) Test year billing units for each rate schedule (or type of service), each rate block and each **rate** element are **to be** reported, whether changed or not.
- b) Categorize the test year billing units for each rate and rate element by the following components:
- 1) Customer charges (service charges);
 - 2) Minimum bills if applicable;
 - 3) Energy or usage sales units (Note: Provide billing units for each current and proposed energy or usage **block**);
 - 4) Demand units (Note: billing units shall be provided for each current and proposed demand block);
 - 5) Purchased gas adjustment units, fuel adjustment units, purchased water units, or purchased sewage treatment units; and

- 6) All other units that give rise to revenue5 including detailed billing units for public and private fire protection services where applicable.
- c) Any utility which prepares an elasticity of demand study to support adjustments to test year **billing units** shall submit a copy of the study as work papers supporting Schedule E-5 in addition to the other information required by this Section.

Section 285.5100 Additional Electric and Gas Utility Rate Design Data Requirements

Sections 285.5105 through 285.5315 are applicable to specific types of utilities. The affected utilities are indicated in each section title.

Section 285.5105 Schedule **E-6**: Jurisdictional Operating Revenue - Electric and Gas Utilities

- a) Provide calculations showing the derivation of jurisdictional test year revenues from each current rate schedule and from each new rate schedule proposed by the utility based on the billing **units derived** in Section 285.5025. Test year revenues for each rate schedule and each block within a schedule are to be reported, whether changed or not.
- b) The calculations for each rate schedule shall show the calculation of test year revenues from each of the following rate components for each billing unit category provided on Schedule E-5.:
 - 1) Basic rate charges;
 - 2) Purchased gas adjustment charges, fuel adjustment charges;
 - 3) Add-on tax charges to recover governmental tax assessments on gross revenue, except municipal tax (unless it applies uniformly to the whole service area); and
 - 4) Any other present or proposed add-on charges for individual rate classes not covered otherwise.
(Note : Include, if applicable, municipal tax and

rental costs for meters, transformers and related items in "**Other**", if available.

- c) Identify all other revenues in the present and proposed revenue requirement as referenced in the Operating Revenue balance provided in Schedule C-1.

Section 285.5110 Schedule E-7: Embedded Class Cost of Service Studies - Electric and **Gas** Utilities

Each electric and gas utility with \$5 million or **more** in total jurisdictional annual revenues shall submit an embedded cost of service study for each rate increase application based on costs for the proposed test year. This submission shall consist of two parts:

- a) Schedule B-7: A full set of cost of service results that presents the functionalization, classification and allocation to the utility's rate classes of all Illinois jurisdiction costs on the utility system as follows:
 - 1) All costs broken down by FERC account or group, of similar FERC accounts that are allocated on the **same basis**;
 - 2) Test year costs shall be consistent with **the** costs presented in part 285.3005.
 - 3) A **list** of **all** externally generated allocation factors in the study;
 - 4) Rates-of-return by customer classes under both present and proposed rates; and
 - 5) A full narrative description of the allocation methodology used in the cost-of-service study that explains in detail:
 - A) The derivation of all externally generated allocators; and
 - B) The basis for all direct assignments of costs in the study.
- b) Schedule E-7 work papers: the utility shall provide a copy of all materials relied on in developing the **cost-of-service** study. This shall include:

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- 1) A hard copy of all work papers relied on to develop the cost of service study and a copy on floppy disk in spreadsheet format where available;
- 2) The following data on demand and/or energy loss factors used in the cost of service study:
 - A) A list of all demand and/or energy loss factors by customer **class** used in the study; and
 - B) A copy of all studies or analyses relied on to develop these loss factors.
- 3) A copy of all other studies and analyses relied on **by the utility** to develop cost of service study **results; and**
- 4) A working model of the utility's cost-of-service study on floppy disk in spreadsheet or database format where available. If the utility is prevented from fulfilling this requirement by an agreement with an outside vendor, provide a copy of the contract provisions that prevent the utility from distributing a copy of the study.,

Section 285.5115 Schedule E-8: Marginal Cost of Service Studies -
Electric Utilities

Each electric utility shall submit a marginal cost of service study **for** each rate increase application that reflects marginal costs in the proposed test year. This submission shall consist of two parts:

- a) Schedule E-8: A full set of cost of service results that includes the following information:
 - 1) Summary results of the study; and
 - 2) The derivation of each set of marginal costs generated in the study.
- b) Schedule E-8 work papers: the utility shall provide a copy of all **materials** relied on in developing the **cost-of-service** study. This shall include:
 - 1) A hard copy of **all** work papers relied on by the utility to develop its marginal **cost of service**

study and a copy on floppy disk in spreadsheet format where available;

- 2) A copy of the long range forecast used to prepare the marginal cost of service study. This forecast shall include at a minimum:
 - A) Monthly peak demands for the full year for the system, each rate class and major rate sub-classes, if available;
 - B) System reserve margins; and
 - C) The utility's annual energy price forecasts and anticipated capacity sources.
- 3) The following data on demand and energy loss factors used in the cost of service study:
 - A) A list of all demand and energy loss factors used in the study and an explanation of how the utility aggregates the loss factors (e.g., **by customer** class, functional (voltage) level, **etc..**) ; and
 - B) A copy of all studies or analyses relied, on to develop these loss factors.
- 4) A working model of the utility's cost of 'service study on floppy disk in spreadsheet format.

Section 285.5120 Schedule E-9: Load Research - Electric Utilities

Each electric utility with more than \$50 million in total jurisdictional annual revenue shall provide a set of load research results that were developed no more than four years before the filing date. This submission shall consist of two parts:

- a) Schedule E-9: a full set of load research results based on statistical samples of the utility's rate classes. This shall include the following information:
 - 1) Monthly class and Illinois jurisdictional loads at the time of the system coincident peaks, along with the date and **time** of such peak;

- 2) The monthly maximum noncoincident peak demands for each customer class, along with the date and **time** of each peak for each customer class;
 - 3) Glass and jurisdictional load and diversity factors; and
 - 4) The statistical confidence level achieved for each set of load data developed.
- b) Schedule E-9 supporting **materials**. The utility shall **provide** the following **materials** in support of its load research results:
- 1) The **time** period over which the data was collected;
 - 2) A full description of the statistical methods used by the utility to derive load research results including accuracies and confidence levels its load research samples were designed to achieve; and
 - 3) A full explanation **of** the usage strata into which customers in the utility's load research sample are distributed. For each of these usage stratum, the utility must provide the **following**:
 - A) Identify the number of customers and the customer types (**by** class) in that particular usage strata;
 - B) Average monthly usage;
 - C) Average demand in **Kw** **at** the **time** of the **system** peak; and
 - D) Average noncoincident peak demand.
 - 4) An explanation of how the load research sample was derived. and **justification** provided for the **appropriateness** of the sample used.

Section 285.5125 Schedule E-10: Load Research - Gas Utilities

Each gas utility with more than \$50 million in total jurisdictional annual revenue **shall** provide a set of load research results that were developed no more than four **years before** the rate filing. This submission shall consist of two parts:

- a) Schedule E-10: a full set of load research results based on statistical **samples** of transportation Customers and large customers using an average of 500,000 therms or **more** per year. This shall include the following information:
- 1) For transportation customers:
 - A) Total deliveries and consumption on a daily basis; and
 - B) The average daily difference between total deliveries and total consumption for each month of the year.
 - 2) For large customers using an average of 500,000 therms or **more** per year:
 - A) Monthly class and Illinois jurisdictional loads on the date of the **system** coincident peak, along with the date of such peak;
 - B) The monthly maximum noncoincident peak demands for each customer class, along with the date of each peak for each customer class;
 - C) Class and jurisdictional-load and diversity factors; and
 - D) The statistical confidence level achieved for each set of load data developed.
- b) Schedule E-10 supporting **materials**. The utility shall provide the following materials in support of its load research results:
- 1) The time period over which the data was collected;
 - 2) A full description of the statistical methods used by the utility to derive load research results including accuracies and confidence levels its load research samples were designed to achieve;
 - 3) A full explanation of the usage strata **into** which customers in the utility's load research sample are distributed. For each of these usage stratum, the utility **must** provide the following:

- A) Identify the number of customers and 'the customer types (by class) in that particular usage strata:
 - B) Average monthly usage:
 - C) Average demand in therms on the day of the system peak: and
 - D) Average noncoincident peak demand.
- 4) An explanation of how the load research sample was derived and justification provided for the appropriateness of the sample **used**.

Section 285.5130 Schedule E-11: Bill Frequency Data - Electric and Gas Utilities

Each electric and gas utility with \$20 million or more in total jurisdictional annual revenue shall provide the following bill frequency data for each of the utility's rate classes for the historical year as defined in 83 Ill. **Adm.** Code 287.100(a). (I f the historical **year** bill frequency data does not accurately reflect test-year bill frequency data for an individual rate class, then the utility shall provide test year bill frequency data for that class under proposed rate classes):

- a) A frequency distribution of monthly customer bills (by numbers and percentage) structured-as- followed for the utility's major rate classes; (All data points beyond the 95th percentile shall be grouped in one block:

1) For Electric Utilities:

- A) For the rate **class(es)** applicable to residential customers: by 50 kwh increments from 0 to 500 kwh, by 100 kwh increments from 500 to 1,000 kwh, by 250 kwh increments from 1,000 to 2,500 kwh and by 500 kwh increments for all **bills** over 2,500 kwh;
- B) For the rate **class(es)** applicable to commercial and industrial customers: by 10 kwh increments from 0 to 100 kwh, by 25 kwh increments from 100 to 500 kwh, by 50 kwh increments from 500 to 1,000 kwh, by 100 kwh increments from 1,000 to 2,500 kwh, by **500** kwh

increments from 2,500 to 5,000 kwh, by 1,000 kwh increments from 5,000 to 10,000 kwh, **by** 5,000 kwh increments from 10,000 to 50,000 kwh, by 10,000 kwh increments from 50,000 to 100,000 kwh, by 50,000 kwh increments from 100,000 ~~to~~ 200,000 kwh, by 100,000 kwh increments from 200,000 to **1,000,000** kwh and by 500,000 kwh increments for all bills over **1,000,000** kwh;

- C) For the demand metered **class(es)** applicable to commercial and industrial customers: by 5 kw increments from 0 to 100 kw, by 10 kw increments from 100 to **200 kw**, by 50 kw increments from 200 to 500 kw, by 100 kw increments from 500 to 1,000 kw, by 500 kw increments from 1,000 to 5,000 kwh and by 2,500 kwh increments for all bills over 5,000 kw.

2) For Gas Utilities:

- A) For the rate **class(es)** applicable to residential customers: by 10 therm increments from 0 to 200 therms, by 20 therm increments from 200 **to 400** therms, by 50 therm increments from 400 **to 600** therms and by 100 therm increments, for all bills over 600 therms;
- B) For the rate **class(es)** applicable to small commercial customers: by 20 therm increments from 0 to 400 therms, by 50 therm increments from 400 to 600 therms, by 100 therm increments from 600 to 1,000 therms, by 200 therm increments from 1,000 to 2,000 therms, by 500 therm increments from 2,000 to 5,000 therms, by 1,000 therm increments from 5,000 to 10,000 therms, by 5,000 therm increments from 10,000 to **30,000 therms**, by 10,000 therm increments from 30,000 to 100,000 therms, by 50,000 therm increments from 100,000 to 400,000 therms, by 100,000 therm increments from 400,000 to 800,000 therms, and by 200,000 therm increments for all bills over 800,000 therms; •
- C) For the rate **class(es)** applicable to 'small industrial customers: by 20 therm increments from **0** to 400 therms, by 50 therm increments

from 400 to 600 therms, by 100 therm increments from 600 to 1,000 therms, by 200 therm increments from 1,000 to 2,000 therms, by 500 therm increments from 2,000 to 5,000 therms, by 1,000 therm increments from 5,000 to **10,000** therms, by 5,000 therm increments from 10,000 to 30,000 therms, by 10,000 therm increments from 30,000 to 100,000 therms, by 50,000 therm increments from 100,000 to 400,000 therms, by 100,000 therm increments from 400,000 to 800,000 therms, and by 200,000 therm increments for all bills over 800,000 therms;

D) For the rate **class(es)** applicable to large commercial customers: by 20 therm increments from 0 to 400 therms, by 50 therm increments from 400 to 600 therms, by 100 therm **increments** from 600 to 1,000 therms, by 200 therm increments from 1,000 to 2,000 therms, by 500 therm increments from 2,000 to 5,000 therms, by 1,000 therm increments from 5,000 to 10,000 therms, by 5,000 therm increments from 10,000 to 30,000 therms, by 10,000 therm increments from 30,000 to 100,000 therms, by 50,000 therm increments from 100,000 to 400,000 therms, by 100,000 therm increments from 400,000 to 800,000 therms, and by 200,000 **therm increments** for all bills over 800,000 therms; and

E) For the rate **class(es)** applicable to large industrial customers: by 20 therm increments from 0 to 400 therms, by 50 therm increments from 400 to 600 therms, by 100 therm increments from 600 to 1,000 therms, by 200 therm increments from 1,000 to 2,000 therms, by 500 therm increments from 2,000 to 5,000 therms, by 1,000 therm increments from 5,000 to 10,000 therms, by 5,000 therm increments from 10,000 to 30,000 therms, by 10,000 therm increments from 30,000 to 100,000 therms, by 50,000 therm increments from **100,000** to 400,000 therms, by 100,000 therm increments from 400,000 to 800,000 therms, and by 200,000 therm increments for all bills over 800,000 therms.

b) Frequency distributions, by season, for each rate tariff with seasonal rates in effect.

- c) A frequency distribution (in numbers and percentage) by both demand and usage level for demand metered tariffs.

section 285.5135 Schedule E-12: Bill Comparisons - Electric and Gas Utilities

- a) Compute bill comparisons under present and proposed rates for the test year for each residential, commercial and industrial rate schedule or combination of rate schedule with its associated rate rider on which such customers are serviced and any applicable fuel adjustment clause or purchased gas adjustment. Utilities with seasonal rates shall present **these comparisons** for each season and on an annual basis. The format for comparisons of present and proposed bills for electric and gas utilities shall be as follows in subsections **(b)** and **(c)** below.

b) Electric utilities:

- 1) For residential customers, present comparisons under the following monthly usage levels:
 - A) For residential service without water heating: 100 kwh, 250 kwh, 500 kwh, 750 kwh, 1,000 kwh, 1,500 kwh, **2,000 kwh** and **3,000 kwh**.
 - B) For residential service with water heating: 750 kwh, 1,000 kwh, 1,500 kwh, 2,000 kwh and 3,000 kwh.
 - C) For residential service with space heating or all electric: 100 kwh, 250 kwh, 500 kwh, 750 kwh, **1,000 kwh**, 1,500 kwh, 2,000 kwh, 3,000 kwh, 5,000 kwh and 7,500 kwh.
 - D) For the residential customer with typical usage as determined on a monthly basis.
- 2) For commercial service, present comparisons under the following monthly usage levels: 375 kwh, 750 kwh, 1,500 kwh, 6,000 kwh, 40 kw and 10,000 kwh, 50 kw and 12,500 kwh, 100 kw and 30,000 kwh, 300 kw and 90,000 kwh, 500 kw and 150,000 kwh, and 1,000 kw and 300,000 kwh.
- 3) For industrial service, present comparisons under the following monthly usage levels: 75 kw and

15,000 kwh, 75 kw and 30,000 kwh, 150 kw and 30,000 kwh, 150 kw and 60,000 kwh, 300 kw and 60,000 kwh, 300 kw and 120,000 kwh, **500 kw** and 100,000 kwh, 500 kw and 200,000 kwh, 1,000 kw and 200,000 kwh, 1,000 kw and 400,000 kwh, **5,000 kw** and **1,500,000 kwh**, 5,000 kw and **2,500,000 kwh**, 10,000 kw and **3,000,000 kwh**, 10,000 kw and **5,000,000 kwh**, 20,000 kw and **6,000,000 kwh**, 20,000 kw and **10,000,000 kwh**, 50,000 kw and **15,000,000 kwh**, and 50,000 kw and **25,000,000 kwh**.

c) Gas utilities:

- 1) For residential customers, present comparisons under the following monthly usage levels: 0 therms, 10 therms, 40 therms, 100 therms, 200 therms, 250 therms, 500 therms and 1,000 therms.
- 2) For commercial customers, present comparisons under the following monthly usage levels: 0 therms, 300 therms, **500** therms, 1,000 therms, 3,000 therms, 5,000 therms, 10,000 therms and 20,000 therms.
- 3) For industrial customers, present comparisons under the following monthly usage levels, 0 therms, 1,000 therms, 5,000 therms, 10,000 therms, 25,000 therms, 50,000 therms, 100,000 therms and 500,000 therms.

Section 295.5200 Schedule E-6: Long-Run **Service** Incremental Cost Studies - Telecommunication Carriers

- a) Each telecommunications carrier ("carrier") subject to the requirements **of this** Part shall provide long-run **service** incremental cost studies ("**LRSIC**") in accordance with **83** Ill. Adm. Code **791**.
- b) Each telecommunications carrier shall provide a listing **of** all proposed rate/ratemaking changes with corresponding available LRSIC information for each rate/or element also listed.

Section 265.5205 Schedule E-7: Imputation Tests - Telecommunications Carriers

Each carrier, subject to the requirements of this Part, shall provide imputation tests in accordance with **83** Ill. Adm. Code 792.

Section 285.5210 Schedule E-9: Jurisdictional Operating Revenue -
Telecommunications Carriers

- a) Present calculations of jurisdictional revenues derived from each current rate schedule and from each new rate schedule proposed by the carrier.
 - 1) Report all revenues beginning with those actually experienced in the historical year and setting forth each adjustment for items such as growth to arrive at pro forma revenues at present and proposed rates.
 - 2) Revenues for each rate schedule are to be reported, whether changed or not.
- b) Each rate schedule shall provide the following information:
 - 1) Rate elements. Schedule E-S provides for the reporting of revenue and sales data by category and by each rate element within the category. Provide the tariff sheet number reference for each rate element along with the name of the rate element.
 - 2) Units in service. Units shall be presented in two forms: actual units in service and demand adjusted units. Base annual unit revenues for the historic year on units in service that reflect growth through the end of the test year. Base initial nonrecurring charges or other one-time charge revenues on the historical year 'occurrences.

Section 205.5215 Schedule E-9: Bill Comparisons - Telecommunications Carriers

On Schedule E-9, telecommunications carriers subject to the requirements of this Part shall provide bill comparisons for typical basic telecommunications services used by the majority of residential and business customers. **If** the charges are different for the exchange areas serviced, list the bill comparisons for typical service in representative rate groups (i.e., rate group with the highest percentage increase or decrease, rate group with the lowest percentage increase or decrease, and a rate **group** containing the largest number of exchanges).,

Section 265.5300 Schedule E-6: Jurisdictional Operating Revenue -
Water and Sewer

- a) Provide calculations showing the derivation of jurisdictional revenues from each current rate schedule and from each new rate schedule proposed by the utility.
 - 1) Report all revenues beginning with those actually experienced in the historical year and setting forth each adjustment for items such as weather and growth to arrive at pro forma **revenues .at** present and proposed rates.
 - 2) Revenues for each rate schedule' and each block within a schedule are to be reported, whether changed or not.
- b) The calculations for each rate schedule shall show the revenue calculation from each of the following rate components:
 - 1) Basic rate charges;
 - 2) Purchased water units or purchased sewage treatment units;
 - 3) Add-on tax charges to recover governmental tax assessments on gross revenue, except municipal tax (**unless** it applies uniformly to the whole service area) ;
 - 4) Details of fire protection revenues by meter size for each public fire district and municipality as paid by customers and the municipality or district in addition to the details by service connection size for private fire protection customers; and
 - 5) Any other add-on charges not covered otherwise, all as in effect at the date of filing the proposed tariffs. (Note: Include municipal tax in "**Other**" unless it applies to the **utility's** total service area. A footnote should indicate where in municipal tax revenue is reported.)

Section 255.5305 Schedule E-7: Embedded Cost of Service Studies -
Water and Sewer

- a) Each water and **sewer** utility with \$7.5 million or more in total jurisdictional annual revenues is required to submit an embedded cost **of** service study for each rate increase application based on costs for the proposed test year. Each cost of service study submitted must include (at a minimum) the information listed in subsections (b) and (c) below.
- b) Schedule B-7: A full set Of **cost** of service results that presents the functionalization, classification and allocation of all jurisdictional costs on the utility system. Present all non-jurisdictional costs separately from jurisdictional costs in the study.
 - 1) All costs broken down in sufficient detail to allow a full cost of **service** study to be performed generally in accordance with the Uniform System of Accounts (83 Ill. Adm. Code 605 **and** 650).
 - 2) A listing of all externally generated allocation factors in the study.
 - 3) A full narrative description of the allocation methodology used in the cost-of-service study that explains in detail:
 - A) The 'derivation of all, externally generated allocators; and
 - B) The basis for all direct assignments of costs in the study.
- c) Work papers supporting Schedule E-7 shall include all materials relied on in developing the cost-of-service study. This shall include, but not be limited to, the following:
 - 1) A hard copy of all work papers relied on to develop the cost-of-service study and a copy on floppy disk in spreadsheet format where applicable;
 - 2) The following data on load factors used in the cost of service study:
 - A) A listing of all load factors used in the study by rate class and/or customer class; and

- B)** A copy of all studies or analyses relied on to develop these load factors.
- 3)** A copy of all studies and/or analyses relied on by the utility to develop cost of service study results.
- 4)** The amount of plant in service, contributions in aid of construction, and customer advances for
 - A)** Mains larger than eight inches in diameter and
 - B)** Mains eight inches and smaller in diameter.

Section 285.5310 Schedule E-0: Bill Frequency Data - Water and: Sewer

Each water and sewer utility with \$7.5 million or more in total jurisdictional annual revenues and each water and sewer utility with less than \$7.5 million in total jurisdictional annual revenues that utilizes a minimum bill rather than a customer charge or service charge shall provide the following bill frequency data for each utility rate class in the test year:

- a)** A frequency distribution of customer usage structured as followed for the utility's **rate groups**:
 - 1)** For water utilities:
 - A)** Number of customers by meter size by class; and
 - B)** Water usage by meter size **for** each customer class by 1,000 **gallon** or 100 cubic foot **increments**.
 - 2)** For sewer utilities:
 - A)** For flat rate customers the number of billing units by rate and by meter size or usage characteristic where applicable;
 - B)** For customers billed on water usage:
 - i)** Number of customers by meter **size** by class where applicable; and

- ii) Water usage by meter size for each **cus-**
tomer class by 1,000 gallon or 100 cubic
foot increments:
- b) Frequency distributions, by season, for each rate tariff
with seasonal rates in **effect**.
- c) When a future test year **is** used, the information may be
provided for a historical period that ends within the
twelve months prior to the filing of the rate case.

Section 295.5315 Schedule **E-9**: Bill Comparisons - Water and Sewer

- a) Bill comparisons by rate schedule and classification.
Compute bill comparisons for the test **year** for **each**
residential, commercial and industrial rate schedule or
combination of rate schedules with its associated rate
rider on which **such** customers are serviced. Show rates
with different seasonal charges (winter, summer) for each
season. The bill comparisons shall demonstrate the full
range of percent increases and decreases that are
expected to occur by reporting **the consumption** levels
that produce the maximum percentage increase and the
minimum percent increase or maximum percent decrease,
whichever **occurs**. The format for comparisons of present
and **proposed bills** shall show the present bill, the
proposed bill, the dollar difference and the percentage
difference as described in subsections (b) and (c) below.
- b) Water utilities:
 - 1) For **residential** customers, present comparisons' by
1,000 gallon or 100 cubic foot increments for usage
from 0 to 20 units with an indication of the
average use:
 - 2) For those commercial and industrial customers with
usage levels less than 1000 units per month, pres-
ent comparisons by 50,000 gallon or 5,000 cubic
feet increments for usage. from 0 to 1000 units; and
 - 3) For those industrial and commercial customers with
usage levels greater than 1000 units per month,
present comparisons by 100,000 gallon or cubic foot
increments for usage from 0 to **1,000,000** units and
by 500,000 gallon or cubic foot increments from
1,000,000 to the maximum usage by any customer.

- c) Sewer utilities:
- 1) For flat rate service, the rate for each type of service;
 - 2) For rates based on water usage:
 - A) For residential customers, present comparisons by 1,000 gallon or 100 cubic foot increments for usage from 0 to 20 **units with** an indication of the average use;
 - B) For small commercial and industrial customers with usage levels less than 1000 **units** per month, present comparisons by 50,000 gallon or 5,000 cubic feet increments for usage from 0 to 1000 units; and
 - C) For large industrial and commercial customers with usage levels greater than 1000 units per month, present comparisons by 100,000 gallon or cubic foot increments for usage from 0 to **1,000,000** units and by 500,000 gallon or cubic foot increments from **1,000,000** to the maximum usage by **any customer**.
- d) Calculation of bills. The dollar amounts computed for current bills and proposed bills shall include the charges resulting from purchased water adjustments and sewage treatment rates where applicable that were in effect on the date of filing. Separately state municipal tax charges, franchise fees and the fire protection charge for the largest municipality.

SUBPART I: FINANCIAL PROJECTION **SCHEDULES**

Section 285.6000 Financial Projections

- a) This Section is applicable to utilities with **\$7,500,000** or more of total jurisdictional annual revenue, subject to the requirements of this Part, as defined by Section 285.120.
- b) Provide the following five-year forecasted financial statements (including the budget of the current period and the future test year) on a total utility company basis (including utility subsidiaries) and utility-only

basis (excluding non-regulated subsidiaries) if the assets of all subsidiary or associated companies exceeds 2% of total company assets,. If five years of forecasted data is not available, the utility shall provide data for the longest period available:

- 1) Operating income statement excluding **nonjurisdictional** service revenues to be identified as Schedule F-1 (this statement may be excluded if **the** utility has no nonjurisdictional service revenues);
 - 2) Income statement including nonjurisdictional service revenues to be identified as Schedule F-2;
 - 3) Balance sheet to be identified as Schedule F-3;
 - 4) Statement of cash flows to be identified as Schedule F-4; and
 - 5) Statement of retained earnings to be identified as Schedule F-5.
- c) Provide the underlying assumptions supporting the financial forecast on Schedule F-6.

SUBPART J: PLANNING AND **OPERATION SCHEDULES** FOR GAS AND/OR ELECTRIC UTILITIES

Section 285.7000 Applicability of Subpart J

Subpart **J** is applicable to electric and gas utilities, subject to the requirements of this Part, as indicated in the title of each Section.

Section 285.7005 Schedule G-1: Electric Generating Station Data

Schedule G-1 shall contain the electric generating station data listed below for the five consecutive years immediately preceding the test year and the test year, by generating unit, or by station if unit data is unavailable:

- a) Operation and maintenance expenses, segregated by fixed and variable expenses, which are used in determining generation dispatch. As a work paper supporting this schedule, include a description **of** how the costs were

calculated and allocated into the fixed and variable categories and any studies that support the allocation.

- b) Net generation; and
- c) Capacity factor.

Section 285.7010 Schedule G-2: Electric Interchange Transactions

Schedule G-2 shall contain information on electric interchange transactions of electric utilities for the test year and five consecutive years immediately preceding the test year. Information to be provided shall include:

- a) Firm Purchases and Sales: Provide an annual summary listed by organization involved in transaction and include **MWhrs** received or delivered, demand charges, energy charges and total cost; and
- b) Non-Firm Purchases and Sales: Provide an annual summary listed by organization involved in transaction **and** by type of transaction (economy, general purpose, emergency, etc.). Include **MWhrs** received or delivered and energy charge (\$). Forecast levels of non-firm purchases and sales need only be listed by transaction type.
- c) Transmission Services: Provide the annual **MWhrs** received and delivered and revenue received for providing **transmission** services.

Section 285.7015 Schedule G-3: Electric Utility Marginal Energy costs

Schedule G-3 shall contain the marginal energy costs by costing period (summer, winter, on-peak, off-peak, etc.) for the test year. As work papers supporting this schedule, provide a description of the calculation of the marginal costs, the major assumptions, and support data from production cost studies.

Section 285.7100 Schedule G-4: Additions to Plant in Service Since the Last Rate Case

Provide information concerning plant additions included in rate base on Schedule B-1 that are not currently in the rate base ordered in the utility's most recent rate proceeding. The number of projects for which information must be provided is the lower of the 30 most costly additions or the number of additions whose cost

is greater than that shown **in** the table below. For multi-jurisdictional utilities, the cost of the addition should be considered on the basis of total company cost. by type of utility. The supporting work papers shall include the reports included in response to subsection (a) (7) below.

UTILITY NET PLANT (From most recent ILCC Form 21, page 41)	Minimum Cost of Project for which information need be provided in Section 285.7100	
	ELECTRIC UTILITIES	GAS UTILITIES
\$10 Billion or Greater	\$10,000,000	\$10,000,000
Equal to or greater than \$1 Billion but less than \$10 Billion	Higher of 0.1% of net plant or \$2,000,000	Lower of 0.2% of Net Plant or \$10,000,000
Greater than \$50 Million but less than \$1 Billion	\$1,000,000	Higher of 0.2% of Net Plant or \$1,000,000
\$50 Million or Less	\$100,000	\$100,000

- a) Information provided for the top ten most costly additions **shall** include:
- 1) Description of addition;
 - 2) Date project started;
 - 3) Completion date;
 - 4) Completion cost;
 - 5) Reason for the project;
 - 6) Alternatives considered and the reason(s) for rejecting each alternative; and
 - 7) List of reports relied upon by management when deciding to pursue the rate base addition.

- b) Information provided for the next 20 **most expensive** additions to rate base shall include:
- 1) Description of addition;
 - 2) Completion cost; and
 - 3) Reason for the project.

Section 285.7200 Schedule G-5: Fossil Fuel Inventory - Electric Utilities

- a) For each of the five consecutive years immediately preceding the test year and the test year, provide information on fuel inventory, including all primary, secondary and start-up fuel inventories, for each generating unit and fuel type as described in subsection (b) below. If the same fuel is burned by **more** than one unit at a station; indicate the affected units and provide the information for the combination of units.
- b) Indicate where applicable tons, barrels, and dollars for the following information:
- 1) Monthly average fuel inventory level;
 - 2) Monthly average fuel burn;
 - 3) Monthly average fuel receipts;
 - 4) Maximum inventory storage capacity;
 - 5) Unusable inventory, where unusable inventory is defined as inventory which is not accessible for use, but is necessary for the rest of the inventory to be utilized;
 - 6) Reason for unusable inventory;
 - 7) Daily burn at full load; and
 - 8) For all fuel types, specify **at what time** each is used, i.e., natural gas is used as a primary fuel in the months of **May** through September, etc.

- c) Supporting work papers shall include a complete description of how the **utility** determines the cost and **Btu** content of fossil fuel burned from inventory.

Section 295.7205 **Schedule G-6:** Contractual Coal Delivery Schedule
- Electric Utilities

- a) Provide information described in subsection (b) below concerning contractual coal delivery schedules for each generating unit for the test **year**. If the **same** fuel is burned by **more** than one unit at a station, indicate the affected units and provide the information for the combination of units.
- b) Information provided shall include:
 - 1) Source of coal supply, including the name of the coal supplier and location of the mine;
 - 2) Delivery amount in tons per week, month, etc., as specified in the contract and the mode of transportation;
 - 3) Allowable deviations from the schedule;
 - 4) Required advance notice **to alter the** schedule; and
 - 5) Explanation of 'how the utility determines an appropriate coal' delivery schedule if no contractual schedule is specified.

Section 285.7210 Schedule G-7: Fossil Fuel Supply Interruptions -
Electric Utilities

- a) Provide information described in subsection (b) below concerning each fossil fuel supply interruption when coal, oil or natural gas could not be delivered to a generating unit during the previous 5 years.
- b) Information provided for each occurrence exceeding five days shall include:
 - 1) Date of interruption;
 - 2) Description of occurrence';
 - 3) Duration;

- 4) **Unit(s)** affected;
- 5) Inventory burned; and
- 6) Size of inventory when deliveries resumed.

Section 285.7300 Schedule **G-8:** Gas Stored Underground - Gas Utilities

- a) Provide information, where applicable, for the portion of each underground gas storage facility owned, contracted, leased, etc. during the test year. Where the underground storage is provided by a natural gas pipeline pursuant to a purchased storage service on file with the Federal Energy Regulatory Commission, the utility shall note this on the schedule and provide the information that is available.
- b) Information to be provided shall include:
 - 1) Location and operator of the storage facility;
 - 2) Maximum working gas inventory volume for the portion of the storage facility owned, contracted, leased etc., by the utility;
 - 3) Method of inventory valuation used by the utility (**i.e., average**, FIFO (first in, first out), LIFO (last in, first out));
 - 4) Maximum daily deliverability on a typical **peak day** for the portion of the storage facility owned, contracted, leased etc., by the utility;
 - 5) Expected daily deliverability on a typical peak day for the portion of the storage facility owned, contracted, leased etc., by the utility (differs from subsection (4) above only if derations are expected);
 - 6) Injection limitations, such as **time** of year constraints, source of injection gas, etc. for the portion of the storage facility owned, contracted, leased etc., by the utility; and
 - 7) Method of dispatch (i.e., peak shaving, base loading, etc.).

- c) Supporting work papers shall include the following information for the portion of the storage facility owned, contracted, leased etc., by the utility:
- 1) An explanation of the calculation of each storage facility's maximum daily deliverability on a typical peak day;
 - 2) An explanation of the calculation of each storage facility's expected daily deliverability on a typical peak day;
 - 3) An explanation of how the dispatch cost is determined; and
 - 4) An explanation of the type of transportation used in conjunction with each leased or contracted storage agreement.

Section 285.7305 Schedule G-9: Underground Gas Storage Activity - Gas Utilities

- a) Provide information, if applicable, for the portion of all underground gas storage facilities either owned or leased by the utility for each of the five consecutive years immediately preceding the test year and the test year. Where the underground storage is provided by a natural gas pipeline pursuant to a purchased storage service on file with the Federal Energy Regulatory Commission, the utility shall note this on the schedule and provide the information that is available.
- b) Information shall **be provided** only for that portion of the storage facility which is owned, leased or contracted by the utility and shall include:
- 1) Monthly average inventory of cushion gas and working gas in dollars and millions of cubic feet or decatherms;
 - 2) Monthly injection and withdrawal quantities; and
 - 3) Date and reason for any instances where the withdrawal capacity of a facility was limited due to unforeseen circumstances such as equipment breakdowns.

Section **285.7310** Schedule G-10: Adequacy of Underground Gas
Storage Levels - Gas Utilities'

- a) Provide support for the determination that the available gas storage is the proper amount to ensure reliable service to customers at the lowest cost during the test year.
- b) Work papers shall include studies available to support the determination that the available gas storage is the proper amount needed to ensure reliable service to customers at the lowest cost during the test year.

Section 205.7315 Schedule G-11: Propane, Liquified Natural Gas,
and Synthetic Natural Gas Facilities - Gas Utilities

- a) Provide information for each propane, LNG and SNG facility.
- b) Information to be provided shall include:
 - 1) Rate **at** which the propane/LNG inventory **can** be replenished during the winter months;
 - 2) Feedstock consumption rate **in** gallons per hour for the plant at rated capacity;
 - 3) Expected peak day capacity of the plant; and
 - 4) Last three dates on which the facility was required to serve load on the utility's system. Explain the situation that caused each of these three occurrences and how much load was-served by the facility.
- c) Supporting **work** papers shall include:
 - 1) An explanation of how the replenishment rate will change for different levels of inventory: and
 - 2) Basis for replenishment rates. .

Section 285.7320 Schedule G-12: Propane, LNG, and SNG Feedstock
Inventory Levels - Gas Utilities

Provide the monthly level of feedstock inventory for each propane, **LNG**, and SNG facility for the **five consecutive** years immediately preceding the test year and the test year, in dollars and gallons.

SUBPART K: FUTURE TEST YEAR REQUIREMENTS

Section 295.8000 Instructions

- a) A utility, subject to the requirements of this Part, selecting a **future test** year as defined in **83** Ill. Adm. Code 287 shall provide the additional **schedules** required by Subpart K.
- b) Schedules shall present information on a total company basis, unless otherwise specified. If the utility maintains separate books for each service area for which separate tariffs exist (**e.g.** district, division, etc.), the schedules shall present information concerning the service area for which a change in rates is requested. 'In addition, if common rates are requested for a service area for, which **separate** tariffs currently exist, the utility shall present information for each service area requesting common rates and the combined service areas requesting common rates.

Section 285.8005 Schedule H-1: Comparison of Prior Forecasts to Actual Data - Prior **Three** Years

- a) Schedule H-1 shall compare forecast period data to actual data to demonstrate the reliability and accuracy of the utility's **forecast for** each of the prior three years. The prior' years' forecast data is to represent the original approved budget for the period.
- b) Work papers supporting Schedule H-1 shall include:
 - 1) the original, and all amendments, of operating and capital budgets or forecasts for each **of** the three consecutive years immediately preceding the test year and those in support of the test year; and
 - 2) A budget manual or formalized budget guidelines and procedures used to develop the utility's most recent budget.

Section 265.6010 Schedule H-2: Statement from the Independent Certified Public Accountant

- a) Schedule H-2 shall be a statement from an independent certified public accountant that the preparation **and** presentation of the applicable schedules comply with the Guide for Prospective Financial Information (copyright 1993) by the American Institute **of** Certified Public Accountants (1211 Avenue of the Americas, New York, New York **10036-8775**). No later amendment or edition is included in this incorporation.
- b) The work papers of the independent certified public accountant supporting the statement required in subsection (a) shall be made available to the Commission Staff at the utility's office. The work papers shall also include the engagement letter, representation letter, and any additional correspondence between the utility and the independent certified public accountant regarding the engagement.

Section 285.8015 Schedule H-3: Statement on Assumptions Used in the Forecast

- a) Schedule H-3 shall be a statement indicating whether the forecast for **the** test year contains the **same assumptions** and methodologies used in forecasts prepared for management or other entities such as the Securities and Exchange Commission, security rating companies and agencies, underwriters, and investors.
- b) Schedule I-I-3 shall also include an explanation of **any** differences between the assumptions and methodologies used in the forecast forming the basis of the test year selected by the utility and the assumptions and methodologies used in forecasts prepared for management or other entities.

Section 265.8020 Schedule H-4: **Statement** on Accounting Treatment

- a) Schedule H-4 shall be a statement that the accounting treatment applied to anticipated events and transactions in the forecast is the same as the accounting treatment to be applied in recording the events once they have occurred.

- b) Schedule H-4 shall also include an explanation of any differences between the accounting treatment applied to anticipated events and transactions in the forecast forming the basis of the test year selected by the utility and the accounting treatment to be applied in recording the event once it has occurred.

Section 265.6025 Schedule H-5: Assumptions Used in the Forecast

Schedule H-5 shall include the principal assumptions used in preparing the projected information forming the basis for the test year selected by the utility.

Section 265.6030 Schedule H-6: Inflation

- a) Schedule **H-6** shall identify the rate of inflation applied to accounts, portions of accounts, or budget items inflated by an index for the future test year.
- b) Information provided shall include the following information on each of the accounts, portions of the accounts, or budget items inflated by an index:
 - 1) Account or, budget item;
 - 2) Description;
 - 3) Dollar **base to** which inflation factor was applied;
 - 4) Inflation factor; and
 - 5) The product of multiplying the amount in subsection (b) (3) by ~~the~~ **amount** in subsection (b) (4) above that represents an amount for inflation included within the test year.

Section 265.8035 Schedule H-7: Proration of Accumulated Deferred Income Taxes

Provide the calculation for the proration of accumulated deferred **income taxes** attributable to the accelerated depreciation of public utility property pursuant Co Internal Revenue Service Regulations for the exclusion of the normalization reserve from rate base. The calculated average balance of accumulated deferred income taxes attributable to the accelerated depreciation of public 'utility property shall be presented on Schedule E-9.

Section 285.8040 Schedule H-5: **Calculation** of the Average Rate
'Base

Provide a calculation that shows the amount of each rate base item used **to derive** the average amount to be included for each component **of an** average rate base. The average rate base shall be calculated using average data as defined by Section 285.115; however, at the option of the utility, the utility may present all components of its average rate base using monthly average data as defined by Section 285.115.

Section 205.0045 Schedule H-9: Actual Gross Additions and Retirements Compared to Original Budget

Provide a comparison by plant function of the original budget of capital additions and retirements to actual capital additions and retirements for each of the most recent three years.

Section 285.8050 Schedule H-10: Comparison of Budgeted **Non-Payroll** Expense to Actual

- a) Provide, by ICC account number, with operation and maintenance **shown by** individual operation and maintenance expense account (or utility account number or budget item, if **utility account** numbers or budget items are in similar detail or greater detail when compared to ICC account numbers), actual non-payroll expense compared with budgeted non-payroll expense **for each** of the three consecutive budget years immediately preceding the test year for which actual data exist. The budgeted **non-payroll** expense shall represent the originally approved budget. If budgeted amounts are not available by ICC account number, utility account number or budget, provide the comparison by function, for example, power production-operation, power production-maintenance, distribution-operation, distribution-maintenance, etc.
- b) Information provided shall include:
 - 1) **Account number;**
 - 2) Account description;
 - 3) Actual non-payroll expense in third prior year;
 - 4) Budgeted non-payroll expense in third prior year;

- 5) Difference between actual and budgeted non-payroll expense in third prior year;
 - 6) Percentage change for difference between budgeted and actual non.-payroll expense in third prior year;
 - 7) Actual non-payroll expense in second prior year;
 - 8) Budgeted non-payroll expense in second prior year;
 - 9) Difference between actual and budgeted non-payroll expense in second prior year;
 - 10) Percentage change for difference between budgeted and actual non-payroll expense in second prior year;
 - 11) Actual **non-payroll** expense in prior year;
 - 12) Budgeted non-payroll expense in prior year;
 - 13) Difference between actual and budgeted non-payroll expense **in** prior year; and
 - 14) Percentage change for difference between budgeted and actual non-payroll **expense in prior** year.
- c) Supporting work papers shall include explanations for percentage differences of 15% or more identified in subsection (b) (14) above;

Section 285.8055 Schedule **H-11** : Budgeted Payroll Expense

- a) Provide, by ICC account number, operation and maintenance by individual operation and maintenance expense account (or utility account number **or** budget item, if utility account **numbers or** budget items are in similar detail or greater detail when compared to ICC account numbers), actual direct payroll expense as defined by Section 265.115 compared with the budgeted payroll expense for each of the three consecutive budget years immediately preceding the test year for which actual data exist and the test year. The budgeted payroll expense shall represent the originally approved budget. If budgeted amounts are not available by ICC account number, utility account number or budget, provide the comparison by function, **for** example, power production-operation, power

production-maintenance, distribution-operation, distribution-maintenance, etc.

b) Information provided shall include:

- 1) Account number;
- 2) Account description;
- 3) Actual payroll expense in third prior year;
- 4) Budgeted payroll expense in third prior year;
- 5) Difference between actual and budgeted **payroll** expense in third prior year;
- 6) Percentage change for difference between budgeted and actual payroll expense in third prior year;
- 7) Actual payroll expense in second prior year;
- 8) Budgeted payroll expense in second prior year;
- 9) Difference between actual and budgeted payroll expense in second prior year;
- 10) Percentage. change for difference between budgeted and actual payroll expense in second prior year;
- 11) Actual payroll expense in the year prior to the test year;
- 12) Budgeted payroll expense in the year prior to the test year;
- 13) Difference between actual and budgeted Payroll expense in the year prior to the test year;
- 14) Percentage change for difference between **budgeted** and actual payroll expense in the year **prior** to the test year; and
- 15) Payroll expense reflected in test year.

c) Supporting work papers shall include:

- 1) Explanations for percentage differences of **15%** or more identified in subsection **(b) (14)** above;
- 2) Actual direct payroll expense for each month of the three consecutive years identified in subsections **(b)(3)**, **(b) (7)** and **(b) (11)** above; and
- 3) Direct payroll expense included within the original budget for each month of the three consecutive years identified in subsections **(b) (4)**, **(b) (8)** and **(b) (12)** above and identified in subsection **(b) (15)** for the test year.

Section **285.8060** Schedule H-12: Budgeted Number of Employees

- a) Schedule H-12 shall list the number of employees by department included within the original, approved budget in each month of the three consecutive years immediately preceding the test year, for which actual data exists, and the test year.
- b) Information shall include:
 - 1) Number of full time employees;
 - 2) Number of part ~~time~~ employees;
 - 3) Number of full ~~time~~ equivalents for part time employees (**i.e.** if a full time employee is defined as working 40 hours per week, then part time, **non-overtime** hours divided by 40 would yield the number of full time equivalents); and
 - 4) Total full time equivalents (Sum of amounts in subsections **(b) (1)** and **(b) (3)**).

Section **285.9065** Schedule H-13: Forecasted Property Taxes

- a) Provide information on the forecasted property taxes for the test year. If the information for the year immediately preceding the test year reflected on Schedule C-19 represents a combination of actual and forecasted data, provide information for the year preceding the test year also.
- b) Information provided shall include:

- 1) Description of the methodology used to derive forecasted amounts reflected on Schedule C-19;
 - 2) Equalized assessed value by county; and
 - 3) Effective tax rate by county with the basis for the escalation rate used.
- c) Also, provide the amount of property tax recoveries obtained from any appeals process for each of the three consecutive years immediately preceding the test year.

Section 295.9070 Schedule B-14: Comparison of Actual Financial Results to the Originally Approved Forecast for Each of the Past Twelve Months and Eight Subsequent Months

Provide a comparison of each month's actual financial results to each month's forecast within the utility's originally approved annual forecast for each of the past twelve months at the time of filing and each of the eight subsequent months as available.

Section **285.Appendix** A Work Paper Referencing System

POSITION	DESCRIPTION
1 & 2	First, and second characters will always be " WP ", which denotes work papers.
3	Position 3 will always represent the section of standard information requirement schedules to which the work papers are related. The sections are: A Revenue and Financial Summaries. B Rate Base C Operating Income D Rate of Return E Rate and Tariff F Financial Projection G Planning and Operations H Future Test year Requirements

Position 4 will always represent the schedule number within a section. The first schedule within a section will always be "**1**", the second "**2**", etc. Several standard schedule numbers have been assigned. If the utility wishes to **apply** additional **schedules** in any section, the next available (unassigned) schedule number in the appropriate section shall be used.

Position

Schedules which feed a specific schedule number shall be identified by the fourth position. The first supporting schedule shall have positions 3 and 4 coded with the section and schedule number which the supporting schedules feed, and it shall be numbered "**1**", the second "**2**", etc.

For example:

The standard number assigned to the Operating Income Adjustment Summary Schedule is C-3. The first adjustment shall be supported by a separate schedule numbered C-3.1. The second adjustment supporting schedule shall be C-3.2. The work papers would be indexed **WPC-3.1** and **WPC-3.2**, respectively.

6

Position

Data is required for supporting a schedule identified by the 5-position digit. The first additional supporting schedule shall be identified with the **lower** case letter "**a**", the second "**b**", etc. In all cases where the 6th position is used, the **3rd, 4th,** and 5th position characters shall be coded with the section, schedule and supporting schedule which the additional data supports.

For example:

Information provided as additional support for adjustment-C-3.1 would be coded in the work papers as: **WPC-3.1 a, b, c . . .** etc.